

**MINUTES OF THE GENERAL MEETING  
OF THE BIGFORK COUNTY  
WATER AND SEWER DISTRICT**

The general meeting of the Bigfork County Water and Sewer District was held on December 14, 2016 at the District office.

**ATTENDEES:**

*Directors: Bob Keenan, Tom Cahill, Seth Price and Gene Helberg*  
*District Employees: Julie Spencer, Andy Loudermilk and Vickie Hemphill*  
*Engineering: Jeff Cicon from Morrison Maierle*  
*Other Attendees: Robert Millspaugh from Flathead Lake Brewery*

**READ AND APPROVE MINUTES:**

President Keenan opened the meeting at 7:00 p.m. The minutes of the November Board Meeting were reviewed for approval. Keenan called for discussion. Hearing none, a vote was called. Cahill made a motion to approve, Helberg seconded and it was unanimously

*RESOLVED*, That the minutes for the November 2016 Board Meeting be approved as submitted.

**AGENDA - ADDITIONS OR CHANGES**

An item was added to be addressed before the close of the meeting regarding the annual rotation of Board positions.

**CONSENT AGENDA**

President Keenan called for discussion or questions about the consent agenda. The charges for the IP phone system were explained. Andy answered questions about the standpipe tank; it had been chlorinated, flushed 3 times and re-filled. Keenan called for a motion to approve. Helberg moved, Price seconded and it was unanimously

*RESOLVED*, That all items on the Consent Agenda for the December 2016 meeting be approved.

**PUBLIC COMMENT**

No public comment.

**OLD BUSINESS**

*Engineering update, Jeff Cicon* – A written engineering report was provided and included in the Consent Agenda.

- *Water Tank & Transmission Line and Access Easement* – Cicon discussed a conference call with TSEP regarding the DNRC-RRGL funding. Bigfork was not awarded any funding and, he noted that no water projects were approved. Representatives from Morrison Maierle plan to meet with them to see if this is a viable funding source for future projects. Bigfork was not recommended for TSEP funding either, and Cicon explained the scoring shortages.  
The Transmission Line and Access Easement were discussed briefly. Cicon's team is drafting a drawing and letter for the Pierce family describing the proposed layout and terms.
- *Standpipe Supply Line and Lakeview Care Center main* – this project is finished and 2 pay requests were presented. Pay request #2 for the final quantities and #3 for the retainage release which will be

held until the contractors provide the close out documentation. Cicon commended LHC for a job well done.

- *Ramsfield Water Rights Wells 3 & 4* – No updates.
- *North & South Eagle Bend Lift Stations* – The Generators are scheduled to arrive in 2 weeks and Cicon is waiting for the submittal package from Gorman Rupp.
- *Flathead Lake Brewery Pretreatment System* – The re-plumbing is in progress and they are working on the telemetry system.

There was discussion about the new tank and transmission line options. In the absence of grants, the District could borrow from SRF to do the project. If the entire project proceeds, the rates increase would go from \$12 to \$16 per month per EDU (Equivalent Dwelling Units). SRF has loan forgiveness but it is not a guarantee. Another option would be to cut the tank from the project and just do the transmission main, changing the rate increase to approximately \$6 per EDU. However, this option would not have the efficiency of bidding a larger project.

Keenan discussed the issues with TSEP Grants. Ranking was done differently in 2016 and projects need to be shovel-ready within 2 years. Cicon said it might be worth waiting to see what the upcoming legislature does and what occurs with the final infrastructure bill. He recommended doing at least the transmission main to create needed redundancy especially if the MDOT project occurs and the water supply must be diverted.

## NEW BUSINESS

*Bigfork County Dock / Bay Lift Station* –This project, funded by a local trust, was supposed to update the Public Dock and possibly solve the issue of Utility vehicle access to the Bay Lift Station. However, the project has stalled due to roadblocks put up by Bill Myers, owner of the adjacent property. Access to the lift station currently encroaches on June Anderson’s property, but future access is not likely. It is doubtful the project will happen now due to the conflicts with Myers. Whatever the outcome, the District needs to solve the issue regarding access to the Bay Lift Station.

*Water Rights* – The District has until the end of the month to get new water right documents together. It was discovered that the District’s water rights for the original plant are still in place. Julie recommended these water rights be relinquished and asked for a motion to approve. Cicon suggested that the water rights may have been transferred with the deed, even though the DNRC’s records might not reflect this. Julie will inspect the records of the property sale to insure they were not transferred at that time.

*Ranch Meter Reading Contract Renewal*– The new contract with Ranch Water District was presented for approval. There were no changes to the contract other than the date. Helberg moved, Cahill seconded and it was unanimously

*RESOLVED*, That the Meter Reading Contract with Ranch Water for the calendar year of 2017 be approved.

## COMMITTEE REPORTS

*Annexation, Main Extensions & Construction* ..... *Helberg & Cahill*

*Eagle Bend Lift Station Project* –The project is still expected to begin in March 2017. It was noted that Shane at Eagle Bend Golf Course must be kept informed.

*Standpipe Project* – discussed in Old Business.

***District Investments*** ..... *Price & Phelps*

No Updates

***Employee Insurance Compensation & Certification***..... *Helberg & Keenan*

No Updates

***Pretreatment Regulations*** ..... *Cahill & Price*

This was discussed in Old Business, but Millspaugh stated that he hoped to be finished somewhere around February.

***Budget & Rate Structure*** ..... *Helberg & Phelps*

No updates.

***Rules & Regulations*** ..... *Cahill & Price*

*Still in progress.*

***Farmland***..... *Helberg, Cahill & Loudermilk*

*Irrigation –Task Order #30* – Because the irrigation system costs will exceed \$75,000, the project will have to be engineered, advertised and offered as a bid package. Task Order #30 for Morrison-Maierle to put the bid package together was presented for approval. Cahill moved, Price seconded and it was unanimously

*RESOLVED*, That Task Order #30 for Morrison-Maierle to create the Farm Irrigation bid package, be approved.

## **MISCELLANEOUS**

President Keenan’s tenure as Board President ends at the end of December 2016. Succeeding him as President, Tom Cahill will move into the Board President position, effective at the close of the December 2016 meeting. Cahill will preside over all meetings held in 2017.

## **COMMUNICATIONS**

None included

## **ADJOURNMENT**

Keenan called for a motion to adjourn. Cahill moved, Helberg seconded and it was unanimously

*RESOLVED* that the public meeting be adjourned at 7:40 p.m.

---

Secretary, Vickie D. Hemphill

---

President, Tom Cahill